

SEARCH PROFILE:

VICE CHANCELLOR FOR
FINANCE & ADMINISTRATION



UNIVERSITY OF
ILLINOIS

SPRINGFIELD

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EXECUTIVE SUMMARY

University of Illinois Springfield (UIS) seeks a vice chancellor for finance and administration (VCFA) to join its leadership team. The ideal VCFA is a strategic leader who can help promote an excellent working environment through strong collaboration and a commitment to UIS's mission, vision and values. This critical role not only serves as the chief financial officer, but also provides effective oversight of several financial support and administrative service functions.

The VCFA is a key leadership position that includes oversight over budget and financial planning, human resources, access and equity, grants and contracts, purchasing, facilities, the performing arts center, and campus safety. Reporting directly to Chancellor Janet L. Gooch, who joined the UIS community on July 1, 2022, and serving as a member of the Chancellor's Cabinet, the VCFA will work in partnership with UIS's senior leadership team to support UIS's aspiration to be an engine for progress, creativity and social mobility and empowering students, faculty and staff to make a difference in our globally connected world. They will also provide leadership through exploring and implementing changes to policies and processes to improve operational efficiency and effectiveness. While focus for the short term will be on the existing deficit reduction plan and implementing that plan strategically, the next step for the VCFA will be to create a longer-term vision, with the chancellor and Cabinet, for what the financial future of UIS looks like upon completion of the five-year plan.

The VCFA must be an experienced administrator with proven leadership skills, including substantial and progressive financial administration experience at an organization of similar (or larger) size and complexity to UIS. Essential experience should be inclusive of developing financial and business policies and practices, as well as an understanding for shared governance. The VCFA will also possess the interpersonal and communication skills required to lead change, implement efficient and effective policies across a large and diverse institution and work collaboratively to promote a culture of collegiality and innovation.

Established in 1969 as Sangamon State University by the Illinois General Assembly, UIS became the newest member of the University of Illinois system on July 1, 1995. UIS serves 4,628 students (2,309 undergraduate students and 2,319 graduate students) with 208 full-time faculty and 532 full-time staff with an operating budget of \$113.24 million. UIS is dedicated to fully engaging students in the process of active teaching and learning. UIS offers degrees that are relevant to students' personal and professional success across a lifetime and provides students with a distinctive academic experience through a cross-discipline approach to teaching, research and outreach. Located six miles southeast of the Illinois State Capitol, the campus occupies 740 acres of prairie land adjacent to Lake Springfield.

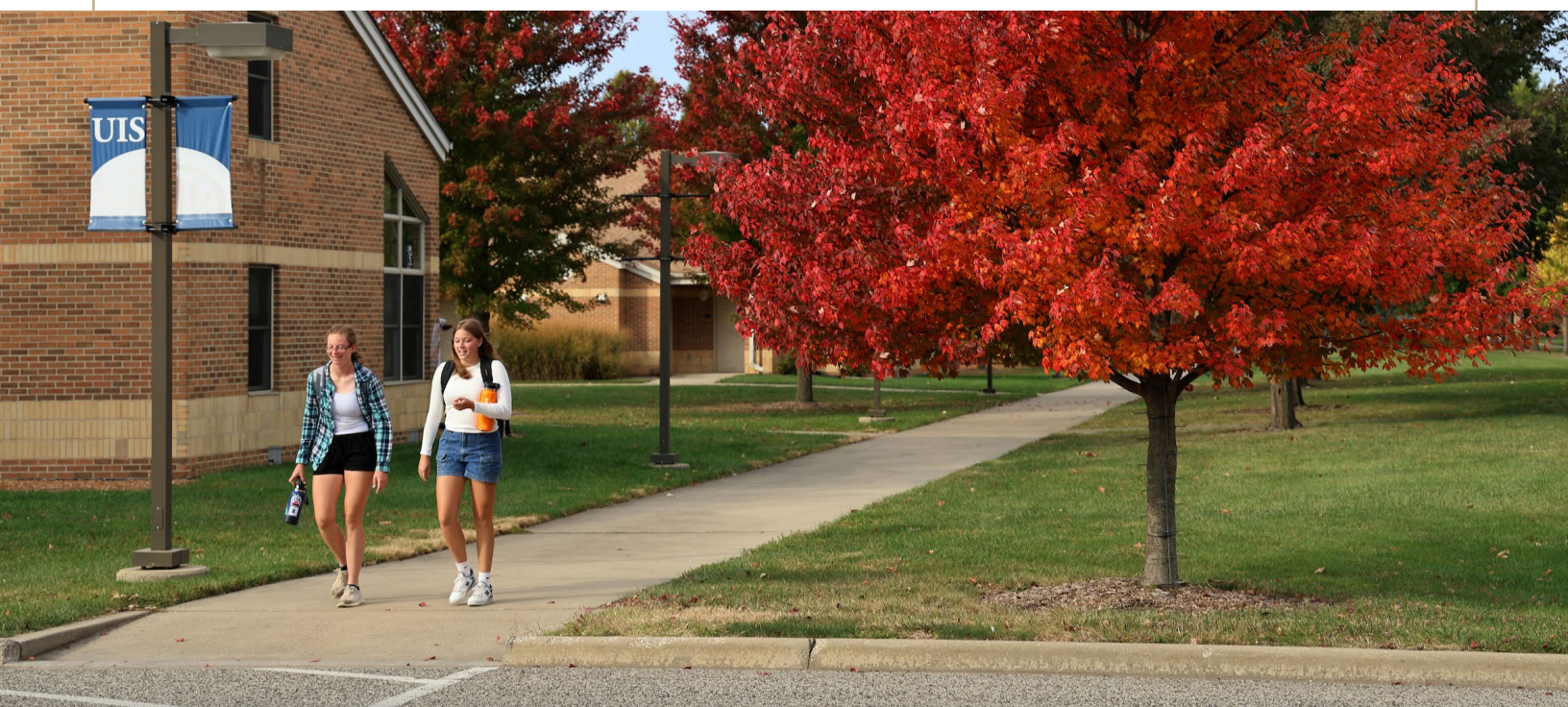
ROLE OF VCFA

As a member of the central administration team, the VCFA shares in the formulation and implementation of the University's mission to provide a uniquely student-centered educational experience both in and out of the classroom through active learning, meaningful research and impactful civic engagement that prepare graduates to contribute fully to society. The VCFA has responsibility for budgetary and financial accountability and creating financial and administrative strategies to support and enhance those goals.

The VCFA will lead and provide strategic direction for the Division of Finance and Administration. This division consists of eight direct reports and encompasses an array of administrative functions. In conjunction with these units, the VCFA will provide leadership in supporting units across campus to create and expand opportunities within facilities rental, grant opportunities, athletics, partnerships with other campuses and community colleges and local public/private partnerships. The VCFA will partner closely with fundraising and enrollment leaders to ensure maximum success.

ESSENTIAL DUTIES:

- Provide leadership and executive oversight of the University's financial and administrative operations: fiscal planning, budget development and control, purchasing and procurement, contract management and human resources, facilities management, public safety and environmental safety;
- Serve as the Chief Financial Officer of the University; oversee the preparation of the University's operating budget; review capital and deferred maintenance requests, all financial reports, and the U of I System managed cash and investments; direct efforts to achieve organizational efficiencies and opportunities to strengthen the University's financial position;
- Ensure university compliance with state and federal regulations; direct the development of applicable university policies and procedures to ensure their proper documentation and consistent application;
- Formulate, maintain and update organization and strategic plans for the division and ensure that appropriate assessment tools are available and used for all significant functions;
- Actively contribute to the shared governance of the university, the Board and the System including, but not limited to, leading and/or serving on various committees related to facilities, tuition, fees, funding, and collective bargaining;
- Represent the University on budgetary and administrative matters to external constituents; serve as a liaison for accreditation visits, state and local agencies and community groups; and
- Maintain appropriate communications with the chancellor, senior leadership, other administrators, faculty, staff, students, external stakeholders, System administrators and governmental agencies or affiliates for the university and the division.





OPPORTUNITY AND EXPECTATIONS FOR LEADERSHIP

The VCFA joins UIS at a time of great opportunity as the University transitions to a proactive, multi-year planning cycle that balances the institution's need for financial stability with its high expectations and aspirations for students, faculty and staff — both now and in the future. While maintaining and growing enrollment has been a challenge and there is a current significant budget deficit, there is a clear five-year UIS Deficit Reduction Plan that the VCFA can continue to define and create even more ambitious targets. The VCFA will also create a holistic and detailed strategic vision with the chancellor and cabinet peers regarding campus success for the longer-term future. There is also an opportunity to implement a new budget model and process that ensures a balanced operational budget. The VCFA will participate in oversight of upcoming new construction and ensure careful capital planning for the future.

UIS seeks to maximize collaboration and build a beneficial relationship with the University of Illinois System. The VCFA will lead a more streamlined partnership with the University of Illinois System President, the system CFO and system-financing department. Additionally, several of the University's strategic initiatives are focused on identifying additional appropriate business/service units to be assigned to complete the new division and finalize division structure. UIS needs to develop and launch a university-wide process improvement program to achieve maximum efficiencies that produce financial outcomes to better advance the university's mission. The VCFA will collaborate and be a resource to the Divisions of Enrollment & Retention Management and Advancement to accomplish these goals. Ensuring financial aid processes allow for timely and competitive distribution of financial aid packages to students will also be a top focus for the VCFA to collaborate on with the enrollment management team. Finally, the VCFA will improve the university community's understanding of and involvement in the budgeting process.

The following, in no order of priority, are some of the immediate opportunities that the new VCFA will address in this role.

Plan for a financially sustainable future

The next VCFA will ensure long-term financial sustainability at UIS through proactive, multi year planning that balances fiscal responsibility with the university's aspirations for its students, faculty, and staff. This role requires a strategic approach to financial management, aligning resources with institutional priorities while addressing structural challenges.

To support financial stability, the VCFA must implement and refine a long-term financial plan that strengthens the university's fiscal health. This includes optimizing resource allocation, identifying new revenue streams, and ensuring a clear, efficient process for advancing revenue-generating opportunities. Additionally, the VCFA will collaborate with campus leadership to enhance financial transparency and accountability, fostering a culture of sustainable growth and sound financial decision-making.

Cultivate, evaluate and implement new ideas and strategies

In leading the Division of Finance and Administration, the VCFA will leverage the deep expertise of the finance, facilities and accounting teams to strengthen and support forecasting and data-analysis capabilities. The new leader will work with partners across the institution to set and meet goals and hold individual departments accountable for execution and budget management. The VCFA will be an advocate for best practices that promote innovative ideas, inclusive decision-making and mutual respect. UIS seeks a leader with the ability to think creatively about how the institution leverages its resources to accomplish its goals and further its mission. The new VCFA will be a "teacher/instructor" for our campus community helping all members better understand the budgeting process and importance of closely tying our budget to our institutional priorities/mission.

OPPORTUNITY AND EXPECTATIONS FOR LEADERSHIP (CONT.)

Analyze data and strengthen operational efficiencies

UIS is a data-rich organization where the VCFA will have the opportunity to outline a disciplined plan for analysis and information sharing — a plan that will have the power to shape discussions and better inform decisions. They will ensure accounting systems are functioning in the most efficient ways possible to support budget and planning and that teams are being guided and motivated to strategically maximize the benefits of existing systems. The new VCFA will review current efforts and devise new opportunities to enhance the University's infrastructure, such as linking (currently separate) data systems for student buildings and residence halls, creating new partnerships and influencing and informing new strategic enrollment management plans. The VCFA will have the opportunity to consider how the University will continue to work with the state to leverage the appropriate number of resources available.

Integrate decisions with University's values

The new VCFA will champion best practices that strengthen the university's core values, fostering a welcoming and dynamic community. To be successful, the VCFA should have experience in building strong, high-performing teams and a commitment to ensuring that the university's mission serves all students. In collaboration with university leadership, the VCFA will play a key role in strategic planning, policy development, and resource alignment to support an environment where all members of the campus community feel valued and engaged. By integrating financial and personnel resources with governance, decision-making, and HR policies, the university will continue to cultivate a campus culture that attracts and retains a diverse and talented community.

Work closely with University of Illinois System leaders

With understanding of, and appreciation for, the dynamics of a university system environment, the VCFA will work closely with UIS administrators to ensure that UIS and University of Illinois System initiatives and expectations are aligned. With certain University functions (i.e., treasury, investment being housed at the University of Illinois System and state levels, it is critical that there are open lines of communication between UIS, the University of Illinois System office and state officials. In collaboration with the University of Illinois System, the VCFA must implement more permanent processes for the allocation of surpluses and new revenue streams.

Foster a community of trust and communication

The VCFA will nurture a strong and collaborative partnership with the chancellor, cabinet, campus leadership and shared governance groups to guide the institution's finances, business affairs and asset management. The next VCFA must be a transparent communicator across campus and for all stakeholders.

The next leader will also link the UIS strategic plan to the budget process and modernize department processes. Through integrative cross-functional leadership, the VCFA will develop and maintain a broad awareness of university operations and performance to make informed and insightful determinations about where resources should be allocated to drive the greatest value. The new VCFA will also devise incentives to further promote, deepen and sustain an environment of collaboration.





PROFESSIONAL QUALIFICATIONS AND PERSONAL QUALITIES

REQUIRED QUALIFICATIONS:

- Master's degree in business, finance, economics or an advanced degree in related field;
- Minimum of 8 years of progressive financial administration experience at an organization of similar "or larger" size and complexity to UIS, including experience developing financial and business policies and practices;

PREFERRED QUALIFICATIONS:

- Experience developing, implementing and managing strategic, multi-year budgets and applied knowledge of a wide variety of financing techniques and budget models; demonstrated expertise in strategic financial planning, financial reporting and cash flow management, and other financial functions; debt financing;
- Strategic planning and familiarity with campus master planning, including the ability to apply critical and strategic thinking to important financial, academic and administrative issues;
- Ability to communicate complex financial information to a general audience and to effectively articulate an institution's financial vision, goals, strategies and requirements to a wide range of internal and external audiences; making data digestible for persons who may not have significant experience with financial matters;
- Experience with process improvement efficiency strategies; executive-level problem-solving and organizational skills and the ability to manage multiple priorities simultaneously;
- Ability to lead effectively using collaboration to guide decision-making and influence critical operations; appreciation for the principles and practices of shared governance, and an ability to quickly within the context of a highly cooperative environment;
- Experience with ensuring compliance with various regulations in the area of access and equity such as Title IX and Equal Employment Opportunity;
- Understanding of and commitment to the mission of the university; a strong understanding of research and scholarship activity and sponsored programs administration, with an ability to support the advancement of an evolving research agenda;
- Strong analytical and problem-solving skills and a propensity for finding creative solutions to complex challenges;
- A record of successfully developing, managing, and mentoring staff, and proven skills in building relationships with faculty, professional staff, students, and external partners;
- Serve as a teacher and educator in building awareness of UIS's financial trends, challenges and opportunities;
- The ability to operate effectively within a complex, decentralized system environment and the ability to navigate effectively at the university, system and statewide level;
- The ability to affect cultural change and drive innovation of systems, practices and procedures; a record of innovative leadership and an ability to think outside the box;
- Experience with collective bargaining;
- Experience with university reorganization/realignment initiatives;
- Experience collaborating with Academic Affairs/ Provosts on the evaluation/viability of academic programs.



ABOUT UNIVERSITY OF ILLINOIS SPRINGFIELD

MISSION

The University of Illinois Springfield provides a uniquely student-centered educational experience both in and out of the classroom through active learning, meaningful research and impactful civic engagement that prepares graduates to contribute fully to society.

VISION

The University of Illinois Springfield will be a pathway to opportunity, a catalyst for change and a space of possibility where learners become ethical and passionate scholars, leaders and citizens capable of transforming their local and global communities.

VALUES

- **Student-focused Teaching and Learning:** We place student development – fostered through meaningful interactions among students, faculty, staff, and the community – at the core of all University activities.
- **Integrity:** We conduct ourselves with honesty, professionalism, and respect for others, accepting responsibility for the ethical consequences of our ideas and actions.
- **Inquiry:** We seek to understand the world around us through the mastery of core skills of perception, analysis, and expression, through the acquisition of knowledge, and through the pursuit of scholarship that is challenging and significant.
- **Civic Engagement:** We build meaningful relationships that enable us to both learn from and contribute to our local and global communities.
- **Diversity:** We embrace diversity in all its forms is both an intellectual commitment and a social responsibility, and we foster an inclusive culture that recognizes the needs and contributions of every individual.
- **Strategic Thinking:** We are a proactive learning organization committed to continuous improvement, evidence-based decision-making, and innovation.
- **Accountability:** We translate intentions into actions via shared governance and fiscal stewardship, holding decision-makers responsible to our students, colleagues, and other stakeholders.



UIS AT A GLANCE

UIS celebrates its diversity with a campus comprised of students and faculty of various ages, backgrounds, and ethnicity.

- Colleges: Business and Management; Health, Technology and Science; Liberal Arts and Social Sciences; Public Affairs and Education.
- Research Funding: Approximately \$7 million annually.
- History: Established in 1969 as Sangamon State University by the Illinois General Assembly.
- On July 1, 1995, became a campus of the University of Illinois, thereafter known as the University of Illinois Springfield.
- Location: Southeast side of Springfield, Illinois, near Lake Springfield. Approximately 200 miles southwest of Chicago and 100 miles northeast of St. Louis.
- Campus: 746 acres.
- UIS FY 2024 Budget: \$113.24 million

ACHIEVEMENTS AND ACCOLADES

US News & World Report rankings:

- No. 1 public regional university in Illinois (2020-2025).
- No. 7 (2025), No. 3 (2023) and No. 4 (2020, 2021, 2022) public regional university in the Midwest.
- No. 5 for students graduating with the least amount of debt, Midwest Region (2021).
- No. 6 (2023) and No. 12 (2022) best college for veterans, Midwest Region.
- Top 10% online bachelor's degrees in the U.S. (2022).
- Top 20 best value school, Midwest Region, and the only public university in Illinois on the list (2022, 2023, 2025).
- Top 15% best online bachelor's degrees in the U.S. (2024).

The College of Business and Management is accredited by the AACSB, a distinction earned by less than 5% of business schools worldwide.

UIS alums comprise 28% of the college educated workforce residing in Springfield.

UIS and its students and alumni add \$694.2 million to the Illinois economy annually.

STUDENTS

Academics:

- 56 bachelor's degrees, 39 minors
- 44 master's degrees, 1 doctorate
- 37 graduate certificates
- Coursework that leads to 8 Illinois State Board of Education endorsements

Total enrollment: 4,628 (Fall 2024)

Undergraduate students: 2,309 (50%)

First generation: 933 (20%)

Graduate students: 2,319 (50%)

Online: 42.5%, **on-ground/blended:** 57.5%

Full-time: 58.9%, **Part-time:** 41.1%

Male: 46%, **Female:** 52.9%, **Unknown:** 1%

UIS AT A GLANCE (CONT.)

Average age:

- Undergraduate: 26
- Graduate: 31
- Doctorate: 41

Demographics:

- American Indian or Alaska Native: 0.1%
- Asian: 4.5%
- Black or African American: 13%
- Hispanic or Latino: 8.7%
- Native Hawaiian and Other Pacific Islander: 0.1%
- White: 48.2%
- Two or More Races: 3.5%
- U.S. Non-Resident (Non-Resident Alien): 20.7%
- Unknown: 1.2%

Where students come from:

- Illinois: 67.8%
- Out of state: 11.5%
- Foreign countries: 20.7%

FACULTY AND STAFF

- Full-time faculty: 208 Part-time: 147
- Full-time staff: 532
- Academic Professionals: 185
- Civil Service: 347
- Part-time staff: 9
- Student employees: 375
- Graduate Student Interns/Assistants/ILSIP: 296

STUDENT LIFE

- 70+ student clubs and organizations
- Member NCAA Div. II, Great Lakes Valley Conference (GLVC)
- Intercollegiate athletic teams: Men's/Women's soccer, tennis, basketball, golf, cross country, and track and field; softball; volleyball; baseball
- Housing: 784 students live in campus housing
- UIS has more than 44,000 living alumni located throughout the world

TOP ENROLLED PROGRAMS

Undergraduate:

- [Business Administration](#)
- [Computer Science](#)
- [Psychology](#)
- [Biology](#)
- [Criminology and Criminal Justice](#)

Graduate

- [Computer Science](#)
- [Business Administration](#) (MBA)
- [Management Information Systems](#)
- [Public Administration](#)
- [Data Analytics](#)

ACADEMICS

Every year, over 4,000 students enroll at UIS to earn a University of Illinois degree. UIS's right-sized community means classes are not too big or too small, and professors really know their students, creating empowered leaders for 50 years.

The University of Illinois Springfield has 30 undergraduate degree programs, 20 master's degree programs, a doctorate in Public Administration, plus many different certificates and endorsement programs.

University of Illinois Springfield is dedicated to fully engaging students in the process of active teaching and learning. UIS offers [programs of study](#) that are relevant to students' personal and professional success across a lifetime, and provides students with a distinctive academic experience through a cross-discipline approach to teaching, research and outreach.



UIS AT A GLANCE (CONT.)

Additional information on academic experiences:

- [Undergraduate Education](#)

At UIS, student success is at the heart of the university's mission. UIS prioritizes student engagement through small class sizes and a robust array of high impact practices designed to ensure that all students succeed. UIS offers students excellent learning support services, a great education experience, as well as the opportunity to interact with students with different political views, economic backgrounds and different races or ethnicities.

- [Graduate Education](#)

More than 40% of UIS students are engaged in graduate study, and most were attracted to UIS by an impressive combination of factors that include educational quality, value and campus location and setting.

UIS faculty members are talented researchers and scholars who enjoy and excel at teaching. Many UIS graduate programs provide exceptional opportunities for students to engage in faculty-supervised scholarship, research or highly valued pre-professional practical experiences as part of degree work. UIS classrooms are technologically sophisticated, and the university has received national recognition for its innovative use of educational technology and institution-wide excellence in online teaching and learning.

As a public institution in the Midwest, [UIS tuition rates](#) are affordable and very cost-competitive. Online courses are popular even among on-campus graduate students, and many part-time students find that they can reduce their commuting time and costs by taking advantage of online and blended courses. UIS also offers a number of competitive [graduate assistantship](#) and [internship programs](#) that can be a significant source of support while completing a graduate degree.

- [Online Programs](#)

UIS has over 20 years of experience leading in online education. Online learning at UIS offers flexibility and convenience with the same high quality as the UIS on-campus coursework. Whether a student's goals are to complete a degree, learn new skills, advance their current career or find a new profession, UIS offers 52 online programs will help students get there. UIS provides its online students with the most flexible and cost-efficient way to earn a University of Illinois degree from anywhere in the world.

- [Other Academic Programs](#)

UIS offers a number of exciting academic opportunities to students and the community. These opportunities range from honors and continuing education programs to studying abroad in other universities or campuses.

COLLEGES

College of Business and Management

The AACSB accredited [College of Business and Management's](#) mission is to prepare students for successful business related careers in the public, nonprofit, and private sectors.

Units:

- [Accounting, Economics & Finance](#)
- [Management, Marketing, and Operations](#)
- [Management Information Systems](#)

College of Health, Science and Technology

The [College of Health, Science and Technology](#) readies students to improve the wellbeing of individuals, communities and the world while harnessing the latest innovative practices and technology.

Units:

- [Computer Science](#)
- [Mathematical Sciences and Philosophy](#)
- [Psychology](#)
- [School of Health Sciences](#)
- [School of Integrated Sciences, Sustainability and Public Health](#)



UIS AT A GLANCE (CONT.)

College of Liberal Arts and Social Sciences

The [College of Liberal Arts and Social Sciences](#) aspires to teach students in a transformative environment that stimulates engagement with ideas, each other, and the world.

Units:

- [African-American Studies](#)
- [Art, Music and Theatre](#)
- [Criminology and Criminal Justice](#)
- [English and Modern Languages](#)
- [History](#)
- [Liberal and Integrative Studies](#)
- [Counseling and Social Work](#)
- [Sociology/Anthropology](#)
- [Women and Gender Studies](#)

College of Public Affairs and Education

The [College of Public Affairs and Education](#) is the University of Illinois System's capital city connection for the study of public policy, affairs and administration, and leading-edge practices in communication and education.

Units:

- [Legal Studies](#)
- [School of Communication and Media](#)
- [School of Education](#)
- [School of Politics and International Affairs](#)
- [School of Public Management and Policy](#)

LEADERSHIP

Dr. Janet L. Gooch, Chancellor of the University of Illinois Springfield

[Janet L. Gooch](#) became chancellor of the University of Illinois Springfield on July 1, 2022. Chancellor Gooch leads a university that serves more than 4,600 students, with 200 full-time faculty, 500 full-time staff and an operating budget of \$113.24 million.

Chancellor Gooch is an accomplished high leader and educator, previously serving as executive vice president for academic affairs and provost at Truman State University, where she spent 27 years serving as an administrator and member of the faculty.

Before serving as provost, Chancellor Gooch was dean of Truman's School of Health Sciences and Education and, prior to that, department chair of Communication Disorders. She held interim roles as dean of the School of Science and Mathematics and director of strategic initiatives and was a professor in the Department of Communication Disorders.

Chancellor Gooch received her doctorate in speech-language pathology from Case Western Reserve University, a master's degree in speech-language pathology from Kent State University, and her bachelor's degree in speech-language pathology from the University of Kansas.



SPRINGFIELD, ILLINOIS

Springfield, Illinois, is a vibrant city with a rich history, a thriving arts scene, and abundant recreational opportunities, all while serving as the seat of Illinois state government. The [UIS Performing Arts Center](#) brings world-class entertainment to the region, hosting Broadway productions, major concerts, top comedians, and serving as home to the area's professional symphony and ballet companies.

Outdoor enthusiasts can explore more than 30 public parks, offering biking, hiking, golf, tennis, disc golf, swimming, and ice-skating. Lake Springfield provides opportunities for boating, fishing, and water sports. The city's green spaces also feature the renowned Thomas Rees Memorial Carillon, botanical gardens, rose gardens, and two arboretums, making Springfield a beautiful and active place to live and visit.





APPLICATIONS AND NOMINATIONS

The Search Committee will begin reviewing candidates immediately and will continue until the position is filled. Priority consideration will be given to materials received by **April 11, 2025**.

To apply candidates should submit 1) a letter of intent addressing how the candidate's experiences match the position requirements; 2) a current CV/resume; and 3) contact information for at least five professional references, including email addresses and a brief note of the candidate's working relationship with each. References will not be contacted without the prior knowledge and approval of the candidate and at a later stage in the search.

Academic Search is assisting the University of Illinois, Springfield in this search. To ensure full consideration, inquiries, nominations, and applications (PDF preferred) should be submitted electronically, in confidence, to UISVCFA@academicsearch.org. When submitting a nomination, please include the nominee's full name, title, position, and email address.

Nominators and prospective candidates may arrange a confidential conversation about this opportunity with the two senior consultants leading this search: Dr. Gabriel Esteban at Gabriel.Esteban@academicsearch.org or Mary Kennard at Mary.Kennard@academicsearch.org.

ABOUT ACADEMIC SEARCH

Academic Search is assisting the University of Illinois Springfield. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.

